

**MINUTES OF A REGULAR MEETING  
OF THE  
BOARD OF TRUSTEES  
OF THE  
TOWN OF BUENA VISTA, COLORADO**

**September 22, 2009**

**CALL TO ORDER**

A Regular meeting of the Board of Trustees was called to order at 7:03 PM, Tuesday, September 22, 2009, at the Buena Vista Community Center, Pinon Room, 715 E. Main Street, Buena Vista, Colorado by Mayor Cara Russell. Present were Trustees Norm Nyberg, Joel Benson, Keith Baker, Robert Flint, Duff Lacy, Town Administrator Sue Boyd, Town Attorney Lee Phillips, Airport Manager Bob Johnson, Town Planner Shannon Haydin, Town Treasurer Christine DeChristopher and Deputy Town Clerk Jennifer Dixon. Absent was Trustee Brett Mitchell.

**ROLL CALL**

Deputy Town Clerk Dixon proceeded with the roll call and declared a quorum.

**PLEDGE OF ALLEGIANCE**

Mayor Russell led in the Pledge of Allegiance.

**AGENDA ADOPTION**

Mayor Russell made note that Council has been given fresh copies of both the ordinance regarding hangers at the airport and also the water service agreement with Sangre De Cristo.

**Motion #1** by Trustee Flint, seconded by Trustee Baker, to adopt the agenda as presented. Motion carried.

**CONSENT AGENDA**

**A. Minutes**

1. Regular Meeting – September 8, 2009

**B. Advisory Board Minutes**

1. Planning & Zoning Commission
2. Beautification Advisory Board
3. Buena Vista Tree Board

**C. Should the Board approve adoption of Resolution #72, Series 2009, entitled "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO CERTIFYING DELINQUENT WATER ASSESSMENTS TO THE CHAFFEE COUNTY TREASURER"?**

**D. Should the Board approve adoption of Resolution #73, Series 2009, entitled "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO SUPPORTING A STATE HISTORIC GRANT APPLICATION TO REFURBISH THE WINDOWS AT TOWN HALL"?**

**E. Should the Board approve adoption of Resolution #74, Series 2009, entitled "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO, APPOINTING KENT RODEBAUGH AS A MEMBER OF THE TREE BOARD"?**

Trustee Benson requested a correction at the bottom of page 12 after the second semicolon to add "therefore this will not exclude any groups"; on page 13 the third paragraph down in the third line mention the \$9,000 annual fee; wanted to clarify in the third paragraph that Council gave approval to proceed with Tyler Technologies, and it was his understanding there was approval to explore the idea and then have a presentation by Tyler Technologies (Commentary statement); on page 14 the second bullet point about

one third of the way through there is a line stating "design of the bumpouts" change to "design of the furniture and theme for the bumpouts"; on page 15 in the second bullet point Trustee Benson stated he didn't need a business plan just some type of report indicating the direction of the airport.

**Motion #2** by Trustee Baker, seconded by Trustee Nyberg, to approve the Consent Agenda as amended. Motion carried.

### **PUBLIC COMMENT**

Cal Anderson, 420 School Street Buena Vista, has been closely associated with the airport since 1955, sees a lot of problems out there today and feels Bob Johnson has been falsely accused of a lot of them. Cal's observation has been that Bob has done a wonderful job; the Town started out with nothing and only had \$180,000 in equipment and asked where the \$180,000 went; he has no control over the airport budget; things are moved from one column to another that he knows nothing about. To address all these problems he sent a letter to each of the Trustees and only heard from one and was hoping to have a discussion with them by now and has not. Cal concluded by stating Bob has many talents and helps the airport out a lot, has done a lot to get equipment, repair equipment and received no credit but if someone thinks something is wrong he is blamed for it right away.

Tom Bell, 29750 CR 53, Airport Board member was present because Mr. Johnson had been placed on Administrative Leave and he wanted to put in a good word for Bob; has known Bob since he moved to Town; has no reason to doubt his ability to think as he knows more about what goes on with the FAA, general aviation and commercial aviation than any individual in the community. Tom added that he never found Bob in error in anything that he has related to him, has checked with the FAA and got the same reports from them as he has gotten from Bob; wants people to know that Bob has not been given enough credit for what he does; noted he's done above and beyond what should have been asked of him; does not think he has ever said no to anyone about anything; knows Bob can be difficult to get to the brass, but is very animate about what he is doing, loves aviation and is in love with the airport.

Mark Muller, 24045 CR 301A, has been here since 2007, is a University Professor at a Medical School in Florida, started several Bio-Tech companies and intends to move here full time in two to three years and build a Bio-Medical Research Community and hire individuals with PHD's from Boulder to run the program. Mark stated he needs airport access for what he does and this airport represents a valuable commodity to the community; recognizes he could go to Boulder or Fort Collins but chose Buena Vista because he likes the people and quality of life; likes Bob Johnson and what he has done here; expressed it bothers him immensely to hear Bob is incompetent and not able to manage his operation; got to know Bob and realized his talent; he works hard and is tireless in developing and growing the airport to what it is today; outlined Bob's accomplishments at the airport and that he asks airport tenants to follow prescribed FAA regulations. Mr. Muller added that he sees signs of poor administrative judgment; his confidence in the town administration is seriously eroded based on the events that have recently transpired; felt a pre-emptive move has been made to fire or put on administrative leave the airport manager and it's egregious and extremely poor judgment and felt Bob is being railroaded by a vocal minority that continually break the FAR's.

Robin Dailey, CR 301, Vice Chairman of the Airport board, was notified today that Bob Johnson had been placed on administrative leave and in driving from Colorado Springs in a snow storm asked himself if the airport was better off today than it was when Bob took over three years ago and had the following response: the helicopter testing contract that Bob got going makes the airport better; Bob kept the airport open two years ago in a bad winter when everyone else was closed and was out plowing all the time; he had a large say in getting our weather system; Bob enforces the rules and does an excellent job; he got the airport equipment we would not have otherwise and the list is fairly long; felt our relationship with the FAA is extremely good due to Bob's effort; thinks the new terminal building looks especially good and the contract we have for renovation would not be nearly as good had not Bob participated in the preparation; a lot of things come down to money and asked how Bob has done with money and how the airport is doing; some of the contracts and fuel sales show that the airport is doing reasonably well, but thinks it could do better; ground leases could have generated money but the airport does not have ground leases but Bob has been pushing for this. Robin expressed personal excitement about the airport, and is a big

advocate, felt it would be a shame and terrible injustice if Bob was no longer the airport manager and asked the Trustees to ensure that Bob continues as the airport manager.

Mayor Russell thanked everyone for their time and interest, noted their comments are a matter of public record but it is the policy of the Town to not comment on personnel matters.

### **RESPONSE TO PUBLIC COMMENT**

Trustee Benson referenced a comment from the Auditors about the airport deficit, noted previous Town Treasurers, Administrators and staff members provided reports of a doomsday scenario for the airport which has only shown improvement in the last year and stated in terms of construction and things that he hears downtown, people flying in and coming into the Roastery and talking about how great the airport is there is a general improvement in the deficit. This year is the baseline and the trend is unknown at this time.

Treasurer DeChristopher stated there should be a profit in five years; in the budget concerns brought up by Mr. Dailey, they are an initial investment for a start up business and if it doesn't start improving then we can show some concern.

Trustee Flint stated he has known Cal Anderson for around 30 years, he Volunteered to be a weather observer and took Cal's class; when he was appointed to the Planning Commission and Chairing he became interested in the activities at the airport that included: after the change of management things have been positive and have been a win/win situation for the Town; when he was notified this afternoon of what the trend was going to be he took personal offence because he felt the Counsel put so much time in and should have been notified first. Bob expressed that everyone who is accused of something has a right to defend themselves and there cannot be any type of a judgment unless that takes place first.

Trustee Baker stated there has been discussion of over aggressive enforcement of FAR's and there cannot be over enforcement - they are federal aviation regulations; aviation safety cannot be discussed or compromised especially if we are taking Federal Money and are a Federally Licensed Facility our license is at stake and noted we could lose this resource and aircraft, a pilot, and air crew if things are not strictly enforced. The idea that there needs to be mediation is ridiculous, you are either in compliance or not and felt if you are not in compliance you should be aggressively trying to get into compliance.

Trustee Benson wanted the public to know when he was commenting on the vision plan earlier he knows that they have shared drafts and different ideas at different times, they have done some good hard work, has spoken with many of them and supports the way it is going but would just like to see it written down so we have that record.

Mayor Russell was appreciative of the input, noted Council views the airport as an under utilized asset to the Town of Buena Vista and are eager to see it realize its full potential.

### **NEW BUSINESS**

**PUBLIC HEARING – Should the Board approve adoption of Ordinance #5, Series 2009, entitled “AN ORDINANCE OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA AMENDING SECTION 16-245 OF THE MUNICIPAL CODE TO CHANGE THE DIMENSIONAL REQUIREMENTS, FOR SIDE AND REAR YARD SETBACKS IN THE B-1, B-2, AND I-1 ZONE DISTRICTS”?**

Planner Haydin reviewed the changes to the code and went over the change to the zone to the old town lots. Staff noted an issue with setbacks when the smaller lots for homes were being built and Planning and Zoning Commission decided that it be extended to all the zones. Currently they can be set at zero or 8 feet, which seemed arbitrary to staff; felt it would be more beneficial to eliminate 8 feet for a side yard, we're not relaxing or giving away more than what we have already allowed; on the old town lots if a single family residence was being built and you were required to have the eight foot side yard the width of the building would be very small and you would not be able to put much of a usable house on that lot.

Mayor Russell opened the public comment portion of the hearing at 7:37 PM with none received and closed the public comment portion of the hearing.

There was a correction to page 34 of Planner Haydin's report at the bottom Planning and Zoning Commission recommended not the Board of Trustees. A brief discussion followed.

**Motion # 3** by Trustee Benson, seconded by Trustee Baker, to approve Ordinance #5, Series 2009. Motion carried.

**PUBLIC HEARING – Should the Board approve adoption of Ordinance #6, Series 2009, entitled “AN ORDINANCE OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA AMENDING CHAPTER 18-22(B) OF THE BUENA VISTA MUNICIPAL CODE REGARDING THE 2006 INTERNATIONAL RESIDENTIAL BUILDING CODE STANDARDS FOR SIDE YARD SETBACKS IN B-1, B-2, B-1 OT, AND I-1 ZONE DISTRICTS”?**

Town Planner Haydin stated this Ordinance was drafted similar with the South Main PUD and requested it be tabled until she receives further clarification from Chaffee County on appropriate language that the fire code allows with certain fire regulations with no windows, this still gives people flexibility but wants to speak to our building regulators.

Mayor Russell opened the public comment portion of the hearing at 7:43 PM with none received and closed the public comment portion of the hearing.

Mayor Russell asked Planner Haydin when she would hear from Chaffee County. Shannon stated they had a meeting scheduled next week and thought this should be available for review by the next meeting.

**Motion # 4** by Trustee Flint, seconded by Trustee Baker, to continue the Public Hearing to the next meeting in October. Motion carried.

**PUBLIC HEARING – Should the Board approve adoption of Ordinance #7, Series 2009, entitled “AN ORDINANCE OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA AMENDING CHAPTER 18 OF THE MUNICIPAL CODE BY ADDING ARTICLE XIV ENTITLED CONSTRUCTION OF HANGARS AT THE CENTRAL COLORADO REGIONAL AIRPORT”?**

Administrator Boyd stated this is one important link in the system that is needed to move forward with ground lease agreements at the airport and is the next to the last item with the ground lease itself to be the last item. The Ordinance speaks to design standards for hangers to the extent of being different from any other building code in Buena Vista but is designed to address specific needs of the airport.

Attorney Philips stated the Town's Municipal Code is organized into subsections that go into lower case letter numbers rather than upper case letters, staff has been working on getting this into that format and the substance is fine. Administrator Boyd added that a couple of things that were identified after consultant review and subsequent to the Airport Board consideration is an item about landscaping.

The consultant pointed out “landscaping at the airport is a special problem to the extent it may attract wildlife” and recommended the changes that are built into this item so it looks a little different from when the Airport Board reviewed it; he also recommended we change the section around FAA approval number 4 on page 50 - form 7460; form #7460-2 needs FAA approval prior to construction - the FAA form 7460-2 must be submitted once construction begins. (both FAA requirements and were not adequately discussed in the original proposal)

Mayor Russell opened the public comment portion of the hearing at 7:48 PM with none received and closed the public comment portion of the hearing.

A lengthy discussion followed on Section 18-283 the development review process adds in a step that is different for our airport than any other building in Town - the first person to see the submittal would be the Airport Manager and it would make more sense to go before the Town Planner; this is specific to the airport and the Airport Manager should be expected to work with the applicant to ensure that the application meets airport standards in addition to planning standards; should the Airport Review Committee add the Town Planner in addition to the Airport Board members; the Planner would be engaged in this at the point it had been approved in compliance with airport standards, then it would kick into the general planning process; concern on how long this process would take (is consistent with the code that applies to any application); the Design Review Committee or the Airport Board would have no more than 30 days from the date of the revised submittal and then it goes to the FAA; the FAA process may take 30 to 90 days to turn around; until the FAA approval comes it isn't realistic to send through the Town for anything else until that process is complete; whoever is submitting the hangar would go through a professional who works with these guidelines that could move the process quicker; having a checklist for this similar to the other ones we have at Town Hall to assist with customer service.

Bob Freed stated the Board has put together a hanger design standard that is a flexible plan and is not meant to discourage people from coming here but is designed to have organization and compatible land use. The idea to go to the Airport Manager first is they are going to be familiar with all the forms and detail and then help the perspective applicant fill out the form before it is sent in; it was designed to assist people and the design of the architecture can be individual.

Trustee Benson asked Mr. Muller how he felt about the standards. Mr. Mueller stated he had not reviewed them.

**Motion #5** by Trustee Flint, seconded by Trustee Baker, to adopt ordinance #7, Series 2009. Motion carried.

Should the Board approve adoption of Resolution #75, Series 2009, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA AUTHORIZING ALPERSTEIN & COVELL TO STIPULATE TO A FORM OF WATER COURT DECREE FOR THE UPPER ARKANSAS WATER CONSERVATION DISTRICT CASE NO. 06CW32**"?

Administrator Boyd stated this is the decree that has been referred to on several occasions that the Upper Arkansas Water Conservation District (UAWCD) has been pursuing for some time, the Town Attorney advised that we file an objection which means that the Town was monitoring this very closely and you agreed to have the Town's Water Engineer provide expert testimony. The decree was scheduled to go to trial in October, Water Council is now recommending that the Town stipulate they are comfortable with the changes to this decree that have been made in response to concerns that the Town of Buena Vista has expressed; this is still not a final decree until it goes through the court and the purpose of this decision is to approve the Town's stipulation or agreement as this decree is currently drafted. Water Counsel and the Water Engineer are comfortable with this.

A discussion followed on clarifying the section "we caution" the review mentioned in this section will be done by the Town Engineer with assistance from the Town Water Engineer; the augmentation of water; Town Engineer Rachel Friedman went over a water study done by SGM; Public Works Director Roy Gertson stated that there was a lot of benefit for Buena Vista's future. Town Attorney Lee Phillips went over one of the reasons the court retains professional jurisdiction which is recited on the last page,

additionally on page 37 there is the traditional language this stipulation does not bar anybody from coming back later on stating their water rights or system is being injured.

**Motion #6** by Trustee Benson, seconded by Trustee Nyberg, to adopt resolution #75, Series 2009. Motion carried.

Should the Board approve adoption of Resolution #76, Series 2009, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA AUTHORIZING THE EXECUTION OF A WATER SERVICE AGREEMENT BETWEEN THE TOWN OF BUENA VISTA AND SANGRE DE CRISTO ELECTRIC COMPANY**"?

Administrator Boyd advised that this agreement was submitted by Sangre De Cristo and reviewed by Town Engineer Rachel Friedman. Engineer Friedman noted in the agreement most of the changes were clarification and typographical which have already been addressed with the Consultants at Crabtree who did not have any issues with her comments; it is assumed that the Sangre De Cristo Board will agree with the changes; they have not seen the cash in lieu calculations in attachment F but that was discussed with Sangre and the calculations that the Public Works Department prepared came in better than equal to or less than the calculations that Sangre provided.

Mayor Pro Tem Flint declared a conflict and abstained from the discussion.

Discussion followed regarding amending the resolution to read "Sangre De Cristo Association"; the property being annexed when it is eligible but not at this point; clarification regarding the 1.5 monthly rate until it is annexed; the EQR is .16 acre feet per year; EQR in residential properties is addressed in the code but commercial properties are not; this has been calculated on a formula and there should be further conversation before this is a larger issue.

**Motion #7** by Trustee Benson, seconded by Trustee Nyberg, to approve Resolution #76 with the modification of changing Company to Association. Motion carried.

A break was taken from 8:33 PM to 8:43 PM.

Should the Board approve adoption of Resolution #77, Series 2009, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA GRANTING THE AWARD AND APPROVING THE EXECUTION OF A CONTRACT WITH TOTL SURVEYS, INC. FOR THE TOPOGRAPHIC SURVEY OF THE LEESMEAUGH MEADOW**"?

Administrator Boyd stated due to a communication error there was an issue with getting the contracts into the packets. Town Attorney Phillips reviewed the documents and they are in the correct form and advised Council they would be approving a Resolution they have not reviewed.

A brief discussion followed.

**Motion #8** by Trustee Flint, seconded by Trustee Baker, to adopt resolution 77 upon the approval of the contract by the Town Attorney.

Motion was withdrawn.

**Motion #9** by Trustee Benson, seconded by Trustee Flint, to table Resolution #77 until Counsel has seen a copy of the contract. Motion carried.

Should the Board approve adoption of Resolution #78, Series 2009, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA GRANTING THE AWARD AND APPROVING THE EXECUTION OF A CONTRACT WITH PELINO EXCAVATING FOR THE FIRE HYDRANT REPLACEMENT PROJECT**"?

**Motion #10** by Trustee Flint, seconded by Trustee Benson, to table Resolution #78 until Counsel has seen a copy of the contract. Motion carried.

Should the Board approve adoption of Resolution #79, Series 2009, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA APPROVING A CONTRACT WITH TYLER TECHNOLOGIES FOR SOFTWARE LICENSES, INSTALLATION AND DATA CONVERSION**"?

Administrator Boyd noted Counsel indicated in the last meeting they wanted staff to proceed, there was a discussion earlier that it was believed there would be a presentation.

Trustee Benson was under the impression that staff was going to explore this not go forward with it and expressed concern in the amount of \$70,000 with another \$9,000 every year with our budget being 2% down.

Administrator Boyd advised there is a staff demonstration scheduled for October 1; the question is how much time Counsel would like staff to spend researching this. Treasurer DeChristopher presented the essence of what she thought this was about (to build a software platform for financial management that has the potential to become a complete electronic government package); Christine went through a fair amount of detail in the presentation and asked for more direction from Council on how much more detail they would like to have. Sue added that it was discussed a few years ago this software would have been over a hundred thousand dollars and this was the best value; other benefits are the Treasurer would have more time to work on other projects and this software would be able to do reports that we currently have to contract out; there is a possibility if Council does not approve this now that the price could change.

Paul Ahrens, 106 Shady Lane, expressed that within his various jobs he has experienced four accounting financial software conversions and requested that the Town double the time that is planned for conversion to allow for problems and issues.

Discussion followed on the additional costs for a server (server software \$8,000); wiring in Town Hall (up to \$10,000); new furniture to set up a new entry for Town Hall (\$5,000); this is a key component in altering how money is collected in the front office at Town Hall; this proposal encompasses the plan to revamp cash handling and addresses some of the issues that the Board has brought up to staff in the past.

**Motion # 11** by Trustee Flint, seconded by Trustee Baker, to approve Resolution #79. Roll call vote: Benson-nay, Nyberg-nay, Baker-aye, Lacy-aye, Flint-aye. Motion carried.

## **STAFF REPORTS**

### **TOWN ADMINISTRATOR:**

Administrator Boyd had the following items to cover:

- The Oct. 15 Energy Summit invitations will be coming out shortly if you are interested in attending you may want to save that date and time.
- Copy of draft letter to formalize the request to the County Commissioners for assistance. Three things identified by town staff: 1) Asking for 50% of match with the CDOT enhancement grant that has already been awarded for trail construction project. 2) Another 20K which is half of the match for additional CDOT grant for pedestrian bridge. This was originally submitted as a GOCO grant

which was rejected, it has been resubmitted and updated at this time as a CDOT enhancement grant. 3) A request to once again fund the Central Colorado Regional Airport in the amount of \$25,000 in 2010. This is the same amount the town requested for 2009

- There is a Meadows submittal checklist for a time line and a list of issues that need to be addressed. The Sketch Plan and the Zoning questions are combined in a single process; a request to waive the requirement for a P& Z and Board of Trustee joint review; the service plan piece is entirely new to the application. There is also a list of the criteria built in with the service plan. Original plan was to discuss with Mr. Cogswell on Friday, however the meeting had to be rescheduled until next week as he is out of town; John did not submit new maps with this submittal so we need to review those before we send out referrals; we are trying to control fees and in house review fees and outside referral fees would be passed on to Mr. Cogswell.
- The 23<sup>rd</sup> is an inter-jurisdictional meeting with the CDOT Director in Poncho Springs and Mayor Russell, Trustee Baker and myself will be representing the Town.
- The 24<sup>th</sup> is the CML Regional meeting with Trustee Flint signed up to go.
- The Regular quarterly meeting of the inter-jurisdictional meetings is in Salida on the 29<sup>th</sup>; we will email out particulars.
- Trustee Benson brought up the Port-a-John's in South Main verses an actual structure and when that should be revisited and felt they could suffice. Administrator Boyd stated that should start with a staff meeting because there is a difference of opinion between the Town and the developer.
- Mayor Russell questioned a constructed residence that has an out of compliance issue. Planner Haydin stated it would be coming forward with a variance request, reviewed the history of the issue of the property and that it is above the height restriction by 9 inches. Administrator Boyd noted that once the applicant has filled out the variance request and paid the fee it will be brought before the Board.

#### **TOWN TREASURER:**

- Mayor Russell had a Payroll question regarding an employee she did not recognize. Administrator Boyd stated she would check with Treasure DeChristopher.

#### **TRUSTEE/STAFF INTERACTION**

- Mayor Russell drafted of a letter on behalf of the Town for Chaffee County Heritage for a survey for the GIS data base for the County.
- Trustee Benson stated that he would like to revisit a fee for water EQR's when zones are changed to an up zone. Mayor Russell disagreed with the thought that there should be a penalty for the impact on affordable housing, felt it should be a philosophical discussion for Council and suggested the discussion be held if the Town changes system development fees.
- Trustee Flint went to the renewable energy meeting on Sept 10 with Administrator Boyd and advised they are going to have people representing different utility companies possibly at the next meeting; o the same day he went to Silverthorne for a meeting with the Colorado Governor regarding No Child Left Indoors. The State of Colorado Board of Education does not have any physical requirements for children; Buena Vista is ahead of more of the communities that were speaking as we have more applicants than spots to put kids.
- Trustee Benson noted a couple came from Paonia because they were directed by designers to look at our bumpouts. Roy Gertson noted the Public Works Journal came and did a story on Buena Vista's East Main Streetscape. A discussion followed on keeping the drain pan's from popping up and cleaning debris from under the grates.
- Trustee Benson thanked Attorney Philips for his letter. Discussion followed on an RFP or position announcement. Council directed Sue Boyd to follow the process as before and asked Mayor Pro Tem Flint if he would do the organizational piece of it getting the votes tallied.

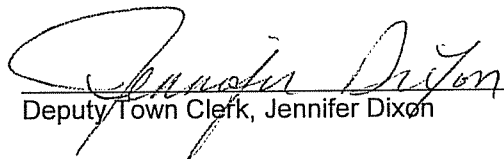
#### **ADJOURNMENT**



**Motion #12** by Trustee Baker, seconded by Trustee Nyberg, noting that there being no further business to come before the Board declared that the meeting be adjourned at 9:41 PM. Motion carried.

Respectfully submitted:

  
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Mayor, Cara Russell

  
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Deputy Town Clerk, Jennifer Dixon